

**NC SIP Three-Year Plan**

# LEA NameNewton Conover City Schools LEA Code182 Date May 29, 2013

**Reading Site: X Math Site:**

NC SIP Project Implementation

# YEAR 1

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Reading Advisory Committee formed and meets at least 2 times per year | Meeting space/Wiki | Cynde Gilmore/Michele Jordan | June 2013 |
| Three year plan is reviewed and updated. | Meeting space/Wiki/Advisory Committee | Cynde Gilmore | June 2013 |
| NCSIP Coordinator has yearly meeting with NCSIP teachers and administrators. | Meeting Space | Cynde Gilmore | June 2013 |
| 1 teacher trained in Foundations and research based program. | None | Cynde Gilmore | June 2013 |

Foundations Training

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Foundations of Reading Training to South Newton (all staff) and EC Elementary and 2 Middle school | Meeting space, handout outs, reference material, snacks, LCD/Speakers | Cynde Gilmore | June 2013 |
| Certify TOT trainers (3 in process) Lisa Wade, M. Lemke,  Priscilla Palmisano) | Observations by Vickie, submit final paperwork | Cynde Gilmore | June 2013 |
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Program Implementation

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Publisher delivered training in Rave-O, Fusion, Letterland | Meeting space, handouts, food | Cynde Gilmore/Michele Jordan | June 2013 |
| Hosted regional trainings for Letterland/Rave-O | Meeting space, food | Cynde Gilmore/Michele Jordan | June 2013 |
| Initial coaching/observations of Rave-O, Letterland, Fusion | Time/fidelity forms | Cynde Gilmore | June 2013 |
| Letterland Coach/Keys to Comprehension Trainer | Money, professional development | Michele Jordan | June 2013 |

Student Progress Evaluation

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Develop google docs for program mastery and documentation | Technology/training | Cynde Gilmore | June 2013 |
| Required data gathered and submitted |  | Cynde Gilmore | June 2013 |
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Parent Involvement

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Kindergarten Letterland Information Session (South) | Time | J. Styers/Cynde Gilmore | May 2013 |
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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Reading Advisory Committee formed and meets at least 2 times per year | Meeting Space/Wiki | Cynde Gilmore/Michele Jordan | June 2014 |
| Three year plan is reviewed and updated. | Meeting space/Wiki/Advisory Committee | Cynde Gilmore | June 2014 |
| NCSIP Coordinator has yearly meeting with NCSIP teachers and administrators. | Meeting Space | Cynde Gilmore | June 2014 |
| Teachers trained in Foundations and Research Based program increased to 11 (Shuford, South, North, ACT) | Lisa Wade, Audrey McGee, Kim Campbell, Tammy Barrow, Velma Schmider, Tracy Workman, Sharon Hartsoe, Robin Gilleland, Shelly Van Sanford, Chrissy Fox, Betta Hord | Cynde Gilmore | June 2014 |

Foundations Training

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Foundations of Reading Training (all staff) North Newton, Shuford, new EC | Meeting space, handouts, reference material, snacks, LCD/Speakers | Cynde Gilmore | June 2014 |
| After school follow-up sessions including assessment, make it/take it, etc. | Meeting space, handouts, materials | Cynde Gilmore | 3 sessions by June 2014 |
| Additional Level 2 participants working to become trainers ( Humphrey, Mullins) | Birsh books, times, shadowing dates, letter of intent, TOT | Cynde Gilmore | June 2014 |

Program Implementation

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Coaching/Observations of Letterland Int., Rave-O, Fusion | Fidelity forms/3 times per year observations | Cynde Gilmore | June 2014 |
| 2 Rave-O Trainers on site for new staff | Money, materials | Cynde Gilmore/Michele Jordan | June 2014 |
| Connect-Ed training for new Fusion teachers (with coach) | Online access/time | Cynde Gilmore | June 2014 |
| Open Keys to Comprehension Session for interested EC staff | Staff development for materials, food | Cynde Gilmore/Michele Jordan | June 2014 |
| Develop/assist initial implementation of elementary school Letterland including planning and coaching | Time, fidelity forms, meeting dates | Cynde Gilmore/Administration | June 2014 |

Student Progress Evaluation

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Required data gathered and submitted | Time, fidelity observations | Cynde Gilmore | June 2014 |
| Additional assessments used for progress monitoring and data collection | QRI, Assessing Reading Multiple Measures,TOSCRF | Cynde Gilmore | June 2014 |
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Parent Involvement

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Parent surveys completed for submission | Access/meeting with teachers | Cynde Gilmore | June 2014 |
| Newsletters/program information distributed at fall open house | Paper/copies | Cynde Gilmore/EC Teachers | September 2013 |
| Curriculum night information sessions at schools | Paper/copies/time | Cynde Gilmore/EC Teachers | June 2014 |

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Reading Advisory Committee formed and meets at least 2 times per year | Meeting Space/Wiki | Cynde Gilmore/Betsy Rosenbalm | June 2015 |
| Three year plan is reviewed and updated. | Meeting space/Wiki/Advisory Committee | Cynde Gilmore | June 2015 |
| NCSIP Coordinator has yearly meeting with NCSIP teachers and administrators. | Meeting Space | Cynde Gilmore | June 2015 |

Foundations Training

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Foundations of Reading training August for new elementary staff, EC staff, NCMS | Meeting space, handout outs, reference material, snacks, LCD/Speakers | Cynde Gilmore | June 2015 |
| After school follow-up sessions including assessment, make it/take it, etc. | Meeting space, handouts, materials | Cynde Gilmore | 3 sessions by June 2015 |
| Additional Level 2 participants working to become trainers (Mullins?, Bostwick)  (Rosen  (Rosen | Birsh books, times, shadowing dates, letter of intent, TOT | Cynde Gilmore | June 2015 |
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Program Implementation

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| Coaching/Observations of Letterland Int., Rave-O, Fusion | Fidelity forms/3 times per year observations | Cynde Gilmore | June 2015 |
| Connect-Ed training for new Fusion teachers (with coach) | Online access/time | Cynde Gilmore | June 2015 |
| Keys to Comprehension Training for MS Staff 4-12 | Staff development for materials, food | Cynde Gilmore | June 2015 |
| Keys to Comprehension Training for K-3 Staff | Staff development for materials | Cynde Gilmore | June 2015 |
| Booster Sessions for Letterland Staff K-2 Gen. Ed. 4 times per | Mtg. Location | Cynde Gilmore | June 2015 |
| Training/Monitoring for Phonics Blitz/Boost at NCMS | Fidelity forms/3 times per year observations | Cynde Gilmore | June 2015 |

Student Progress Evaluation

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| Required data gathered and submitted | Time, fidelity observations | Cynde Gilmore | June 2015 |
| Additional assessments used for progress monitoring and data collection | QRI, Assessing Reading Multiple Measures,TOSCRF, Training Session | Cynde Gilmore | June 2015 |
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Parent Involvement

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| **Activity** | **Necessary Resources (human & fiscal)** | **Individuals responsible** | **Completion date** |
| Parent surveys completed for submission | Access/meeting with teachers | Cynde Gilmore | June 2015 |
| Newsletters/program information distributed at fall open house | Paper/copies | Cynde Gilmore/EC Teachers | September 2014 |
| Curriculum night information sessions at schools | Paper/copies/time | Cynde Gilmore/EC Teachers | June 2015 |